

**LABORER**  
**COUNTRYSIDE ADULT HOME**  
1/7/15

**GENERAL STATEMENT OF DUTIES:** Performs routine manual work; assists in the Kitchen with food preparation, meal service, and cleaning; does related work as required.

**DISTINGUISHING FEATURES OF THIS CLASS:** This is routine manual work requiring physical endurance and a willingness to perform arduous tasks. Laborers usually work under continuing supervision or their activities are subject to frequent inspection. The employees in the class need to demonstrate the ability to carry out routine tasks and follow simple oral and written instructions. They must have the ability to get along with others, have good organizational skills, maintain a neat and clean appearance and physically demonstrate the ability to carry out the job tasks described. They must exhibit patience and tact in dealing with the elderly. They must show a willingness to assist other staff members in cleaning and maintaining the facility.

**GENERAL JOB DUTIES:** (Illustrative only)

- Sets tables and clears them after meals;
- Fills sugar bowls and salt and pepper shakers;
- Polishes silverware, tables and chairs;
- Prepares trays for and serves residents;
- Cleans, washes and otherwise prepares vegetables and fruit for cooking;
- Assists in the preparation of salads and desserts;
- Helps cooks in any phase of their duties;
- Washes dishes, pots and pans by hand or machine;
- Sweep, mop, and/or dust resident areas and staff work areas;
- Assists in the maintenance of the facility such as clearing drains, changing light bulbs, moving objects, stripping & waxing floors, painting;
- Uses hand tools such as shovels, scythes, forks and rakes in grounds maintenance and beautification work;
- Performs general clean-up work such as removing debris, raking leaves, cutting grass, and weeds, shoveling snow, and assisting in collection of rubbish and litter;
- Participate in the facility quality assurance, education and staff meetings;
- Assist other staff members in completing required duties;
- Other duties as assigned.

**REQUIRED KNOWLEDGE, SKILL, AND ABILITIES:** They must be at least 18 years of age and possess a valid NYS Drivers license. They must possess the ability to get along well with others. Experience in caring for the elderly is desirable but not required. Willingness to perform routine manual tasks; ability to lift heavy weights; ability to follow simple oral or written instructions; willingness to work under all weather conditions; physical endurance; sobriety; good physical condition.

**WAGES:** \$11.62/hr. Hours are Monday 10:30-6:30PM, Thursday 10:30-6:30PM, Friday 6-2PM, Saturday 6-2PM, Sunday 10:30-6:30PM, but may vary depending on the needs of the facility. Forty (40) hours per week, with benefits. **Must work holidays.**

**APPLICATIONS:**

Interested applicants are encouraged to send applications, resume and list of references to: Countryside Adult Home, 353 Schroon River Road, Warrensburg, NY 12885, Deanna Park, PH#(518)623-3451. Applications accepted until 1/23/15. Pending approval of the Board of Supervisors.

Warren County is an EOE/AA employer.

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